




# Kentucky Permanency Roundtables

## OVERVIEW OF THE SIX PHASES

<p><b>I. Welcome and Overview</b> (5 minutes)</p> <ul style="list-style-type: none"><li>• Facilitator welcomes team</li><li>• Facilitator sets the tone for the consultation as a strength-based, solution-focused process</li><li>• Team members introduce themselves</li><li>• Facilitator reviews purpose (focus on doing what it takes to achieve permanency) and process</li><li>• Facilitator develop operating agreements with the group</li></ul>	
<p><b>II. Present the Case</b> (20 minutes)</p> <ul style="list-style-type: none"><li>• Case Worker presents case summary</li><li>• Facilitator invites additional comments on the case from other case-related team members</li><li>• Supervisor and Administrator may provide additional information</li><li>• Former Case Worker may provide information if the case has recently changed hands</li><li>• Team members listen and take notes</li></ul>	
<p><b>III. Clarify and Explore</b> (20 minutes)</p> <ul style="list-style-type: none"><li>• Team members ask questions to clarify and expand upon information presented</li><li>• Team members ask questions to explore other aspects of the case</li><li>• Facilitator may have to curb the team's natural tendencies to jump to solutions at this point</li><li>• Facilitator may have to remind and/or assist team members to phrase questions in appreciative manner</li><li>• Team rates child's current permanency status</li></ul>	

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### IV. **Brainstorm** (30 minutes)

- Team brainstorms solutions using these five key questions:
  1. What will it take to achieve permanency?
  2. What can we try that has been tried before?
  3. What can we try that has never been tried?
  4. How many things can we do concurrently?
  5. How can we engage the youth in planning for permanence?
- Facilitator asks the questions, records ideas on an easel pad, and helps the team stay focused



### V. **Create Permanency Action Plan** (35 minutes)

- Facilitator assists team to review and combine strategies developed during brainstorming phase
- Facilitator guides team in prioritizing strategies
- Facilitator leads a discussion of the strengths of each prioritized strategy
- Team finalizes strategies and timelines
- Team determines whether a concurrent plan is needed and if so, what that plan is
- Facilitator leads a discussion of what it will take to successfully implement each strategy in the plan(s)
- Facilitator assists team in creating specific, concrete action steps to include in the written action plan
- Team members assign target dates to each action step and discuss potential barriers to implementing it
- The team then develops plans to overcome each identified potential barrier



### VI. **Debrief Case Consultation** (10 minutes)

- Facilitator leads a debrief using these questions:
  - How can the worker best explain the action plan to families & youth?
  - Are there any unanswered questions or concerns? If so, how should we address them?
  - What did we learn in this discussion that could be applied to other cases?

